

SCHOHARIE COUNTY DEPARTMENT OF PERSONNEL AND CIVIL SERVICE  
ANNOUNCES CIVIL SERVICE OPEN COMPETITIVE EXAMINATION FOR:

**SENIOR PLANNER - #65-148**

DATE OF EXAMINATION  
NOVEMBER 13, 2004

\*Examination Fee - \$7.50

LAST FILING DATE  
OCTOBER 06, 2004

SALARY: Grade 19 - \$39,958.

ELIGIBLE LIST: The list resulting from this examination will be used to fill vacancies as they occur within the Schoharie County Planning and Development Agency.

RESIDENCE REQUIREMENTS: An applicant must have been a legal resident of Schoharie County or one of the six contiguous counties of Albany, Delaware, Greene, Montgomery, Otsego or Schenectady for at least 30 days immediately preceding the test date. The hiring authority may give preference to applicants who live within its jurisdiction.

MINIMUM QUALIFICATIONS:

- A. Masters degree in planning and one year of experience in municipal, community or regional planning; or
- B. Masters degree in sociology, economics, geography, government, public administration, statistics or any other field related to planning AND two years of experience in municipal, community or regional planning; or
- C. Bachelors degree in planning AND three years of experience in municipal, community or regional planning; or
- D. An equivalent combination of training and experience as outlined by (A) through (C) above.

The education requirements must be satisfied before the date of the exam.

SPECIAL REQUIREMENT: This class requires extensive travel. Incumbents will be required to possess a valid, appropriate level, NYS Motor Vehicle operator's license, or otherwise demonstrate the ability to meet the travel needs of the job.

DISTINGUISHING FEATURES OF THE CLASS: Incumbent will be expected to work on planning of community projects at either the municipal, county, metropolitan, town, village or regional level. Although job duties are performed under the general supervision of the Director of Planning, there will be considerable latitude available for the exercise of independent judgment in the scope and planning of projects. Incumbent will be required to supervise subordinate staff members; will be given increased responsibility for important elements of projects that an ordinary planner would not have. Does related work as required.

SUBJECT OF EXAMINATION: Written test will cover knowledge, skills and/or abilities in such areas as:

- 1. Sociological, economic, design and environmental factors involved in physical planning and community development;
- 2. Community and regional physical planning, including zoning and subdivision regulations;
- 3. Collection, analysis and presentation of data, including basic statistics;
- 4. Understanding and interpreting maps, charts and graphs;
- 5. Preparing written material; and
- 6. Supervision.

An expanded description covering the types of examination questions to be given is available at the Personnel Office.

Unless otherwise notified, candidates are permitted to use quiet, hand-held, solar or battery-powered calculators. Devices with typewriter keyboards, spell checkers, personal digital assistants, address books, language translators, dictionaries or any similar devices are prohibited.

\*The required examination fee is seven dollars and fifty cents, which may be in the form of a check/money order or cash. **ONE** check/money order must accompany **EACH** application. If your application is disapproved, your examination fee will **NOT** be returned to you. Please make check/money order payable to Department of Personnel and include the examination number.

Applications and announcements are available on our web site at [www.schohariecounty-ny.gov](http://www.schohariecounty-ny.gov)

ISSUE DATE: AUGUST 23, 2004

SEE REVERSE SIDE

SEE ATTACHED INFORMATION ON STANDARD BACK OF CIVIL SERVICE ANNOUNCEMENT.